

## **GRI-Alleset**

### Available Positions:

- **Staff Accountant**
- **Production Assembler**
- **Strategic Sourcing Manager**
- **Global Project Manager**

### Who are we?

From our corporate headquarters near Atlanta, Georgia to operations in eight countries (the Dominican Republic, China, Hong Kong, Vietnam, India, the Netherlands, UK, USA), GRI-Alleset is a privately held company which focuses on the design, development and manufacturing of disposable medical supplies. We pride ourselves on developing strong customer relationships, driving new product innovation while adapting to ever changing global market demands. To learn more about our company, visit us as [www.gri-alleset.com](http://www.gri-alleset.com).

### **Staff Accountant**

GRI-Alleset has a career-building opportunity for a Staff Accountant to join a dynamic and rapidly growing company. The ideal candidate will be positive, proactive, innovative, and have a “can-do” attitude.

#### Essential Responsibilities:

- Work with global team on intercompany reconciliations and transactions.
- Prepare and record journal entries for company.
- Review financial statements for accuracy and legal compliance.
- Maintain general ledger.
- Recommend ways to reduce costs and enhance revenue.
- Calculate and record accruals.
- Assist with Month end close process.
- Maintain schedules including fixed assets, prepaids, etc.
- Assist with special projects as assigned including integration with new systems and future acquisitions.
- Assist internal and external auditors.
- Other duties as assigned.

#### Education & Experience:

- Bachelor’s degree in accounting or finance.

- 2-3 years of accounting experience, which can be gained from an internship position or previous employment
- Candidates interested in obtaining their CPA license or currently working on obtaining the CPA license is a plus, but not required.
- Hands on month end close cycle experience preferred.

Qualifications:

- Fluent in both English and Mandarin Chinese is required.
- Excellent Computer Skills.
- Proficiency with Excel.
- Good written and oral communication skills.

Physical Demands:

- Long periods of sitting are required.

Work Environment:

- Our work environment is casual and fun, but we also work hard.

Travel:

- Travel may be required.

Teammate Benefits:

- Medical, supplemental gap, dental, vision insurance and 401(k).
- Development opportunities to grow your career with a global company.

EOE/M/F/D/V

Please send all interested resumes to [csmith@gri-alleset.com](mailto:csmith@gri-alleset.com) for immediate consideration for the Staff Accountant role. Only those candidates meeting the company's requirements will be contacted.

Compensation-Starting at \$40,000 Annually

Benefits offered- Medical, Dental, Vision, 401k, Life

Employment type- Full-Time

## Production Assembler

GRI-Alleset has a career-building opportunity for a production assembler to join a dynamic and rapidly growing company. This position will be assembling CORE® Room Turnaround Kits for our wholly owned subsidiary of GRI, Invenio Procedure Solutions. The ideal candidate will be positive, proactive, innovative, and have a “can-do” attitude.

- Invenio’s CORE® Room Turnaround Kits are built around the three critical components that drive success in room turnaround processes, helping facilitate more procedures and drive better revenue through O.R. utilization. The customized kits enable transition teams to turn and prepare the room for every procedure with maximum efficiency while providing the highest level of protection for equipment, patients, and staff, all customized to meet the unique needs of each facility and application.

### Job Responsibilities

- Operate within Good Manufacturing Procedures (G.M.P) regulations and guidelines always in accordance with ISO13485.
- Comply with all Standard Operating Procedures (S.O.P’s) in place to build procedure packs.
- Visually inspect components during the assembly process for any product defects and immediately report defects to supervisor or Quality department.
- Assemble product in an efficient and accurate manner, using proper components and lot numbers.
- Must be able to provide accurate and detailed count of each medical kit's contents.
- Must be able to work in a sterile environment every day.
- Must meet daily production goals.
- Assures build work area is kept clean, safe and in an orderly manner.
- May help assist with the training of newly assigned Assemblers.
- Other/ related duties as required.

### Qualifications/Education

- High school diploma or GED preferred
- Display effective time management skills
- Ability to work independently or as a productive member of a team
- Ability to pay close attention to detail with a high degree of accuracy
- Ability to follow directions
- Ability to match like numbers
- Ability to keep up with required production rate
- Willingness to seek and gain further knowledge of components, as well as, further knowledge and skill in the assembly process

### Physical Demands

- Long periods of standing are required.
- Minimal lifting required, up to 30lbs.
- Climb stairs.
- Stand, sit, stoop, kneel, and crouch.

### Work Environment

- Works on the production/assembly floor thermostatically controlled to room temperature with adequate lighting and ventilation and with occasional elevated noise levels.

Our work environment is casual and fun, but we also work hard

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

### Travel

Minimal travel is expected for this position.

### Benefits

GRI complete insurance coverage including; medical, dental, vision, life insurance, flex spending account, 401K, holiday and personal/vacation days.

EEO/M/F/D/V

Job Type: Full-time

Pay: From \$13.00 per hour

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## Strategic Sourcing Manager

GRI-Alleset has a career-building opportunity for a Strategic Sourcing Manager to join a dynamic and rapidly growing company. The ideal candidate will be positive, proactive, innovative, and have a “can-do” attitude.

### Essential Responsibilities:

- Achieve year-over-year cost savings for raw materials while maintaining surety of supply.
- Updates and presents inflation and savings assumptions for forecasting and strategic planning.
- Develops and implements an optimization cost model for raw materials procurement to be used company wide.
- Establish Key Performance Indicators (KPI's) for delivered cost, inventory, payment terms and cost reduction initiatives.

Evaluates and analyzes raw material procurement practices and implements Best Demonstrated Practices. Duties and Responsibilities:

- Category management for direct and indirect converting raw materials, such as adhesives, aluminum foil, pallets, tape, secondary packaging, and baling wire.
- Establish and develop the supply base to ensure availability of quality materials in a timely and cost-effective manner.
- Establish criteria and strategy for negotiations with suppliers.
- Follow the Strategic Procurement Initiative (SPI) process to drive purchased items towards common specifications and increase supplier competition.
- Review commodity analyst reports for data integrity and validity of assumptions.
- Lead the development and implementation of a Supplier Management Program.
- Monitor supply/demand activity for key commodities.
- Proficient with the use of Supplier Relationship Management (SRM) Sourcing Systems.
- Lead the development and maintenance of raw material resource plans for key commodities.
- Ensure accurate and timely reporting to Supply Chain finance team regarding SPI and synergy projects, inflationary costs and budget assumptions.
- Effective and frequent communication regarding project updates to Supply Chain management including routine issues affecting the organization.
- Carry out all policies and achieve objectives as directed by the Director Procurement, Converting Raw Materials.

### Education & Experience:

- Bachelor's degree (Master's preferred) in Business Administration, Supply Chain, Finance or related field
- 4+ years of experience in Procurement, Supply Chain, Operations, or Engineering & Maintenance Management

- Strong experience in working with contracts

Qualifications:

- Strong written and verbal communication skills to liaise between vendors and multiple lines of business
- Ability to work effectively and collaboratively with various teams across the organization.
- Must have advanced computer skills.
- Strong problem-solving and critical thinking skills
- Experience in process implementation and required internal controls
- Strong understanding of strategic sourcing process
- Experience with financial analysis

Physical Demands:

- Long periods of sitting are required

Work Environment:

- Our work environment is casual and fun, but we also work hard.

Travel:

- Availability to travel up to 25%.

Teammate Benefits:

- Medical, supplemental gap, dental, vision insurance and 401(k)
- Development opportunities to grow your career with a global company

EOE/M/F/D/V

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## **Global Project Manager**

We are seeking a Global Product Manager to join our dynamic team. This individual will be responsible for the marketing of a key group of disposable medical supplies, including surgical accessories, room turnaround kits and other medical device devices categories as deemed appropriate. This includes developing and executing the global marketing plan, leading and coordinating all cross functional activity and projects, collaborating and partnering with internal and external stakeholders, with the objective to attain profitable topline sales/profitability in order to achieve the organization's financial goals.

Our ideal candidate must work well in a fast-paced environment with all levels of an organization, be a self-started, highly motivated and adaptable.

### **Title: Global Product Manager**

Own the upstream marketing for assigned product lines, solidify vision and strategy, develops and maintains the product roadmap, and articulates product's value to the business

### **Position Responsibilities**

- Develop and execute effective plans and programs for product platform, both strategic and tactical, to ensure achievement of top line sales growth and gross margin targets.
- Develops short-term and long-term product promotion strategies.
- Manages activities with members of various departments to implement the marketing plan (includes sales, operations, research and development, regulatory, quality assurance and supply chain).
- Formulates effective pricing strategies.
- Develops and manages new product introduction process, including written product proposals, project management, all launch activities, line extensions and modifications.
- Collaborate with sales, supply chain and production teams to develop timely and accurate forecasts to ensure required fill rates on existing and new products while supporting sector goals to improve return on working capital. Constantly evaluate the mix of product codes assigned reducing redundancy and increasing product line standardization wherever possible.
- Strong collaboration and partnership with internal and external stakeholders. Consistent, routine, clear and concise communications and presentations.
- Establish a clear leadership position in key market segments by demonstrating an end user focus, staying close to customers, gaining customer insights, and establishing relationships with industry KOLs.
- Coordinates participation at trade shows and sales meetings and participates as required.
- Support and guide development and execution of tools and training to develop and maintain sales force competency to drive new product sales and provide superior customer service.
- Actively seek and positively respond to performance and personal development feedback, while initiating activities to enhance personal functional effectiveness to realize full career potential.
- Develops, analyzes and maintains competitive profiles for products and companies including literature resources.
- Strong Communication & presentation skills

- Ambitious, ability to multi-task and manage multiple clients and projects/tasks simultaneously.
- Defines product market size, target market, customer personas, and customer requirements necessary to meet market demand and adoption.
- Understands Voice of Customer (VOC) and empathizes with customer's product pain points and unmet product needs.
- Support sales and operations planning (S&OP) and align all functions of the organization to ensure customer service levels and reduced lead times.

**Position Requirements**

- A Bachelor's degree is required.
- Five years of product management, marketing or equivalent experience.
- Knowledge in medical device product management, strategy development, category financials
- Ability to travel up to 30%.

**Job Type: Full-time**

- Work Location: The position is in our Flowery Branch, Georgia office

**Benefits:**

- Health, Dental and Vision insurance, 401k
- Paid time off

**Company Describes Its Culture as:**

- Detail-oriented -- quality and precision-focused
- Innovative -- innovative and risk-taking
- Aggressive -- competitive and growth-oriented
- Outcome-oriented -- results-focused with strong performance culture
- People-oriented -- supportive and fairness-focused
- Team-oriented -- cooperative and collaborative

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